

STATE OF CALIFORNIA

Department of Parks and Recreation

CAREER OPPORTUNITY BULLETIN



Date: December 10, 2012

Bulletin # 825

This Career Opportunity Bulletin may also be viewed on our website at

www.parks.ca.gov

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

HOW TO APPLY

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation

P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit

All applications must be postmarked by the final filing date

FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: December 21, 2012

California Relay Service

TDD 1-800-735-2929

Jobs Phone Line

1-916-653-6995

California State Parks is an equal opportunity employer. It is the Department's policy to ensure that all personnel actions will be conducted in a nondiscriminatory manner. All personnel procedures will be conducted in full compliance with all Federal and State employment requirements. The Department will ensure maintenance of a personnel system which provides equal employment opportunity in hiring, training and promotion – under all terms and conditions of employment – for all purposes, at all levels of the Department's workforce – regardless of age, sex, race, color, creed, religion, political affiliation, natural origin, genetic characteristics, ancestry, disability, medical condition, marital status, veterans status, and sexual orientation. For information concerning the complaint process, contact an EEO Counselor or the Human Rights Office.

Career Opportunity Bulletin #825

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

- **ASSOCIATE INFORMATION SYSTEMS ANALYST (SPECIALIST) – SAN LUIS OBISPO COAST DISTRICT/PUBLIC SAFETY VISITOR SERVICES SECTION**
- **ASSOCIATE PARK AND RECREATION SPECIALIST (LIMITED TERM – 12 MONTHS) – BALDWIN HILLS CONSERVANCY (CALIFORNIA NATURAL RESOURCES AGENCY)**
- **COMMUNICATIONS OPERATOR – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION/SOUTHERN COMMUNICATIONS CENTER**
- **MANAGEMENT SERVICES TECHNICIAN/OFFICE TECHNICIAN(TYPING) – SAN DIEGO COAST DISTRICT**
- **PARK MAINTENANCE SUPERVISOR – SAN LUIS OBISPO COAST DISTRICT/COASTAL SECTOR NORTH**

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – TEHACHAPI DISTRICT/SILVERWOOD SECTOR/SILVERWOOD LAKE STATE RECREATION AREA**
- **STATE PARK SUPERINTENDENT IV – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION/SACRAMENTO**
- **STATE PARK SUPERINTENDENT IV/STATE PARK SUPERINTENDENT III – OCOTILLO WELLS DISTRICT**

WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10,14,15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the unit 12 collective bargaining agreement.

Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the unit 13 collective bargaining agreement.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-740-1470-002

ASSOCIATE INFORMATION SYSTEMS ANALYST (SPECIALIST)(\$4619 - \$5897) – SAN LUIS OBISPO COAST DISTRICT/PUBLIC SAFETY VISITOR SERVICES SECTION

The reporting location for this position is the hilltop security offices at Hearst Castle® in San Simeon. This position will work under the direction of the Public Safety Superintendent. The incumbent's primary responsibility will be the oversight, maintenance, and operation of the fire detection and security systems of Hearst San Simeon State Historical Monument, as well as assistance with systems within the Coastal Sector parks and District offices. Duties will include installation, maintenance, troubleshooting, and providing the hardware and software support for these critical systems. **State housing is not available.** For further information regarding this position, please contact John Russo at (805) 927-2038 or JRusso@Hearstcastle.com

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

355-302-1089-001

ASSOCIATE PARK AND RECREATION SPECIALIST (LIMITED TERM 12 MONTHS)(\$4833 - \$5874) – BALDWIN HILLS CONSERVANCY (CALIFORNIA NATURAL RESOURCES AGENCY)

The Baldwin Hills Conservancy was created by the California State Legislature under the Baldwin Hills Conservancy Act of 2000.

The reporting location for this position is the Baldwin Hills Conservancy office in Southwest Los Angeles County. This position will work under the direction of the Executive Officer. The incumbent's work schedule will be Monday through Friday, 9:00 a.m. to 6:00 p.m., including some evening and weekend meetings or events. This is a limited term/full-time position for twelve months and may be extended an additional twelve months; however, the incumbent must maintain eligibility on the Associate Park and Recreation Specialist certification list to be appointed to the extended position. The incumbent will perform a wide variety of complex functions to support the Conservancy's Proposition 84 local assistance and capital outlay programs. Duties include; collection, evaluation, summarization, and analysis of outdoor recreation data and trends from local sources within the territory to identify the needs and deficiencies in the region. Also, the incumbent will be responsible for preparation, review, and implementation of plans and grant programs to deliver priority projects within the Conservancy territory as directed by the Executive Officer. Candidates must possess the necessary independence, knowledge, and skills to successfully analyze, recommend, and implement recreational planning and manage capital improvements projects with minor supervision. **State housing is not available.** For further information regarding this position, please contact David McNeill at (323) 290-5270 or david.mcneill@bhc.ca.gov

549-809-1670-017

COMMUNICATIONS OPERATOR (\$3016 - \$4562) – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION/SOUTHERN COMMUNICATIONS CENTER

The reporting location for this position will be the Southern Communications Center. This position will work under the direction of the Communications Supervisor. Communications Operators perform skilled technical communications work in the operation of the VESTA telephone system and the Southern Communications Center (SURCOM) communication system receiving and transmitting information by radio, telephone, and computer terminal. The incumbent will exercise independent judgment in transmitting law enforcement information and responding to inquiries, complaints, and requests for emergency assistance. The incumbent is required to draw upon his or her extensive training, departmental policies and procedures, mandates, and laws governing a dispatcher's response and conduct when determining the appropriate action to take in any given situation while dispatching for multiple agencies such as, California State Parks (DPR), Department of Fish and Game (DFG), U.S. Fish and Wildlife (USFW), and Santa Monica Mountains Recreation & Conservation Authority Rangers (MRCA). **State housing is not available.** For further information regarding this position, please contact Tammy Juarez or Kelly Steger at (951) 443-2959.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-935-5278-003

MANAGEMENT SERVICES TECHNICIAN (\$2495 \$3426)/OFFICE TECHNICIAN (TYPING) (\$2686 - \$3264) – SAN DIEGO COAST DISTRICT

The reporting location for this position is the District Office in Old Town San Diego State Historic Park. This position will work under the direction of the Administrative Chief. The District is looking for a highly motivated and dedicated individual who wants to become part of a great team of park professionals. The incumbent is assigned approximately 65 full-time positions, and 100-160 seasonal positions of various classifications of specified sectors of San Diego Coast District. This position accomplishes most tasks on an independent basis and may lead as well as request the assistance of the Office Assistant assigned to the District office. The incumbent should possess the following skills: customer service, time management, communication, analytical, multi-tasking, resourcefulness, team member, punctuality, and dependability. We seek someone that enjoys extending exceptional customer service and brings a positive outlook to the office. Public transportation is available from many parts of the San Diego area. **State housing is not available.** For further information regarding this position, please contact Nellie Gonzalez at (619) 278-3765.

549-741-6229-003

PARK MAINTENANCE SUPERVISOR (\$3580 - \$4308) – SAN LUIS OBISPO COAST DISTRICT/COASTAL SECTOR NORTH

The reporting location for this position is the Hearst Castle Visitor Center Maintenance Yard in San Simeon. This position will work under the direction of the Coastal Sector Maintenance Chief. The incumbent's primary responsibilities will be the supervision and oversight of the maintenance and repair tasks to the facilities, systems, roads and grounds of Hearst Castle Visitor Center, Coastal Sector parks, campgrounds, and the District offices. **State housing is not available.** For further information regarding this position, please contact Daryl Mullikin at (805) 534-2801 ext. 16 or DMullikin@Hearstcastle.com

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

548-953-0980-001

STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590-\$6078) – TEHACHAPI DISTRICT/SILVERWOOD SECTOR/SILVERWOOD LAKE STATE RECREATION AREA

The reporting location for this position will be Silverwood Lake State Recreation Area in the San Bernardino National Forest. This position will work under the direction of the Sector Superintendent. Silverwood Lake State Recreation Area is part of the State Water Project and includes 130 family campsites, 4 group campsites, 13 miles of paved hiking and biking trails, two swim beaches, bald eagle barge tours, and is part of the Pacific Crest Trail that spans 1,650 miles from Mexico to Canada. This position serves as a shift supervisor and oversees visitor services functional assignments including interpretation, aquatics, boat patrol, and campground operations on a rotational basis with a second State Park Peace Officer Supervisor (Ranger). **State housing may be available.** For further information regarding this position, please contact Ryann Gill at (760) 389-2494 or rgill@parks.ca.gov

548-803-0973-001

STATE PARK SUPERINTENDENT IV (\$6984 - \$9280) – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION/SACRAMENTO

The reporting location for this position is the Law Enforcement and Emergency Services Division, located at the Department headquarters in the Resources Building in Sacramento. This position will work under the direction of the Deputy Director of Park Operations. This position serves as the Chief for the Law enforcement (LE) and Emergency Services Division. This position is responsible for the Department's statewide law enforcement and emergency services programs including background investigations, law enforcement programs, internal affairs investigations, emergency medical services, aquatics programs, visitor safety, public safety telecommunications, dispatch services, and emergency management. The position is a critical part of the Park Operations team and the incumbent will interface regularly with field operations, represent the Department with the external law enforcement coordinator, and manage and participate in policy formulation. The incumbent is expected to continue various improvement efforts and the efficient structuring of workflow and programs. This position is pending upon Personnel and Budget approval. **State housing is not available.** For further information regarding this position, please contact Ronilee Clark at (916) 657-4042.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

548-555-0973-001

STATE PARK SUPERINTENDENT IV (\$6984 - \$9280)/STATE PARK SUPERINTENDENT III (\$6360 - \$8438) – OCOTILLO WELLS DISTRICT

The reporting location for this position is the Ocotillo Wells District Office near Borrego, California. This position will work under the direction of the Chief of the Off Highway Motor Vehicle Recreation Division (OHMVR). The State Park Superintendent IV serves as District Superintendent for the Ocotillo Wells District. The incumbent is responsible for overseeing and managing all aspects of the District operations including, budgeting and expenditures, visitor services, law enforcement, facility maintenance, resource management, interpretation, real property management, concessions, and interagency and public relations. This position coordinates policy and decision making with various entities and interest groups. **State housing may be available.** This position may be downgraded for recruitment purposes. For further information regarding this position, please contact Phil Jenkins or Maria Mowrey at (916) 324-5801.

******* EXAMINATIONS *******

The Department of Parks and Recreation has scheduled the following examinations.

Standard State applications (STD. 678) may be sent to:

Department of Parks and Recreation

Personnel Office

ATTENTION: EXAM UNIT

P.O. Box 942896

Sacramento, CA 94296-0001

CLASS

FINAL FILING DATE

EXAM BASE

Classification: ACCOUNTANT TRAINEE

Recruitment number: 097500-00104179-9PB31

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

Recruitment number: 097500-00105393-9PB04

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: ASSOCIATE PARK AND RECREATION SPECIALIST

Recruitment number: 097500-00101089-2PR14

Final Filing Date: DECEMBER 10, 2012

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: ENVIRONMENTAL SCIENTIST

Recruitment number: 097500-00100762-9PB01

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: DEPUTY DIRECTOR, ADMINISTRATIVE SERVICES, CEA III

Final Filing Date: 12/17/2012

Exam Base: OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: STAFF SERVICES MANAGER I

Recruitment number: 097500-00104800-9PB19

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov

Classification: STAFF SERVICES MANAGER II
Recruitment number: 097500-00104800-93914M
Final Filing Date: CONTINUOUS
Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to www.jobs.ca.gov